

Job Opportunity Temporary Programmer \ Analyst

Classification: CL-28

Salary Range: \$56,566 - \$91,928

A ONE YEAR AND ONE DAY TEMPORARY EMPLOYMENT OPPORTUNITY OPEN TO ALL QUALIFIED CANDIDATES.

POSITION SUMMARY

This position is located in the Information Technology (IT) Department of the Clerk's Office located in Detroit, Michigan. The employee will develop applications for managing local data systems, custom interfaces for national systems, analyze manual processes and propose automated solutions within the Court. The employee will be a member of a group of IT support personnel and report directly to the Director of IT.

REPRESENTATIVE DUTIES AND RESPONSIBILITIES INCLUDE:

- Utilizes current technology in JavaScript, VBScript, PERL, CGI, Cold Fusion, PHP and Java programming to enhance the efficiency and effectiveness of local and nationally developed systems of the Court family.
- Writes command language scripting in both Windows and Linux Redhat operating environments.
- Develops SQL scripts and shells to make effective use of information in existing systems databases.
- Teaches and coaches Court personnel in the effective use of automated resources.
- Assists in the installation of new or revised releases of national software.
- Monitors day-to-day operations of the locally and nationally supported programs and applications. Acts as the technical expert in solving computer application problems and assists the group with backup and recovery of applications as necessary.
- Prepares and maintains user manuals, user and technical documentation for locally-developed software used at the Court.
- Under the guidance and coaching of the Director of IT, advises Court managers on how to meet needs for sorting, recording and retrieving automated information, including the time and cost of processing the data; as well as identifying and developing applications to enhance effectiveness of personnel within the Court.
- Maintains a continuous improvement dialogue with IT personnel from other locations for the purpose of staying informed about new developments, techniques, and programs that might enhance the automation of the Eastern District of Michigan.
- Provides follow-up maintenance and support for existing applications in use within the Court system.
- Supports the conversion of existing local applications from older technologies and non-supported technologies using a defined project plan.
- Evaluates established Court processes and makes recommendations for automating processes.
- Works with Court staff to enhance web and other current applications.
- Provides guidance and oversight to others performing the automation of manual processes.
- Assists IT staff and unit managers with the creation of one-time and recurring reports.
- Other duties as assigned.

BENEFITS

Employees appointed for one year and one day are eligible for health and life insurance coverage, leave accrual, retirement benefits, participation in the TSP (401K) and the judiciary's supplemental benefits.

QUALIFICATIONS

Required: A high school diploma or equivalent with a minimum of three years of progressively responsible experience related to the technical aspects of application development, web development and System Life Cycle development methodologies. Accomplishment of computer project assignments that involved system analysis, design, programming, implementation and integration. Examples of web development will be required. At least two of the three years experience must be equivalent work at the CL-27 level. **Preferred:** Expertise in Cold Fusion and experience with Dreamweaver, PHP, SQL server administration and a degree in Computer Information Science.

Procedures For Applying

To be assured consideration, please submit a cover letter (include announcement number), resume **and completed application** (located on the Court website) to the address at the left. **Incomplete submissions may not be considered.** E-mailed documents must be in WordPerfect or PDF format. Zip files and faxes will not be accepted. A general skills assessment test will be administered. Only those applicants selected for testing will be contacted. Final candidates will be asked to take a Cold Fusion based skills test to demonstrate their skills and abilities.

An Equal Opportunity Employer

All applicants must be a U.S. citizen or be eligible to work in the United States

All appointments subject to FBI Fingerprint Background Check; with periodic reinvestigation, if applicable.

Retention depends upon a favorable suitability determination.

All appointments also subject to mandatory electronic funds transfer

**Announcement
Number: 08-03**

**Date Posted: February
19, 2008**

**Closing Date: Until
Filled**



U.S. District Court
Eastern District of Michigan
www.mied.uscourts.gov

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Subject: 08-03 Temp
Programmer / Analyst